



STATUTE OF THE JUDICIAL COUNCIL

Section I - General Provisions

1. The Judicial Council shall, “work to ensure that the Student Union operates ethically and within this Constitution,” in accordance with Article XIII, Section 1 of the Constitution of the Undergraduate Student Body of the University of Notre Dame du Lac (“the Constitution”).
2. The motto of the Judicial Council and its members shall be “Justice for All.”
3. The Judicial Council Officers, along with all Hall Election Coordinators, Election Committee members, Peer Advocates, Student Union Ethics Commissioners (“the Commissioners”), and Deputy Student Union Parliamentarians shall make up the general membership of the Judicial Council. All members of the Judicial Council are responsible for the constitutional duties entrusted to them. Any member who behaves unethically, engages in misconduct as outlined in the Constitution, or who otherwise fails to fulfill their constitutional obligations shall be subject to review by the Student Union Ethics Commission.
4. Members of the Judicial Council are expected to attend all meetings of their respective Judicial Council bodies. Any member unable to attend a meeting shall notify the relevant Judicial Council Officer(s) no less than 24 hours in advance. Three absences in one semester or two consecutively missed meetings will result in a meeting with the Judicial Council Officers.
5. At all meetings where votes are to be taken, a two-thirds quorum of voting members is required for any business to be heard. If a voting member of the Judicial Council or its subsidiary bodies shall recuse themselves, their attendance shall still count towards the total number of voting members present and therefore shall still count towards quorum. Any votes that would be cast by the recused member shall count as abstentions. Abstentions, or abstaining from a vote, shall have no effect on the outcome of the vote.

Section II - Judicial Council Officers

1. The Judicial Council President (“the President”) shall be the Chairperson of the Judicial Council and Student Union Ethics Commission *ex officio* for a one-year term beginning on April 1st of the year nominated. The President shall administer applications,

interview applicants, and nominate such qualified persons for the remaining Judicial Council officer positions to the Student Senate prior to the end of each regular academic year. Applications to Judicial Council officer positions must be made available publicly to the Undergraduate Student Body of the University of Notre Dame du Lac (“the Student Body”). The President shall nominate their successor to the Student Senate before March 15th of each year.

2. The Vice President of Elections shall be the Chairperson of the Election Committee *ex officio* for a one-year term beginning April 1st following their confirmation by the Student Senate. The Vice President of Elections shall, in coordination with the Election Committee, administer Student Union elections in accordance with the Constitution. They shall, in partnership with the President, administer applications and interview applicants for the Election Committee. These applications shall be made available publicly to the Student Body.
3. The Vice President of Peer Advocacy shall serve a one-year term beginning April 1st following their confirmation by the Student Senate. The Vice President of Peer Advocacy shall oversee all actions and duties of the Peer Advocates. They shall, in partnership with the President, administer applications and interview applicants for the Office of Peer Advocacy. These applications shall be made available publicly to the Student Body.
4. The Student Union Parliamentarian shall be the Chairperson of the Committee on the Constitution *ex officio* for a one-year term beginning April 1st following their confirmation by the Student Senate. They shall advise the Senate and Election Committee on matters of constitutional conduct and parliamentary procedure in accordance with the Constitution. They may, in partnership with the Judicial Council President, appoint no more than two Deputy Student Union Parliamentarians who shall aid the Student Union Parliamentarian in the execution of their constitutional duties.
5. The Judicial Council Officers and their Student Activities advisor (“the Advisor”) shall meet no less frequently than once every two weeks during the academic year, at which the President serves as Chairperson. All Judicial Council Officers retain the right to agenda and speaking privileges at such meetings. In the event of a tie, the President shall vote.

Section III - Student Union Ethics Commission

1. Following their appointment, the President shall review and, if necessary, revise the

operational procedures codified in this Section, pursuant to Section VIII.2 of this Statute.

2. The Chairperson of the Student Union Ethics Commission shall call meetings of the same with no less than 48 hours' notice to all the Commissioners. Meetings may be closed by a unanimous vote of the Commissioners. A two-thirds quorum of voting members shall be required for the Commission to conduct any business.
3. In the event of the absence of the Chairperson, and in the event the Chairperson has not given notice and appointed an acting chairperson, the Commissioners shall elect an acting chairperson from among the present Commissioners. In the event that an allegation is lodged against any member of the Judicial Council or its subsidiary bodies, any three Commissioners may call a hearing with no less than 48 hours' notice to all Commissioners.
4. Commissioners shall be chosen by May 1st of the term they serve in their respective organizations, with the exception of the commissioner from the First Year Class Officers, who shall be chosen in conjunction with their election. All commissioners shall serve until May 1 st of the following calendar year. Commissioners shall be chosen at random within each of the aforementioned groups. The person chosen may accept or decline the position; this process shall continue until a representative accepts the position.
5. Any person accused of misconduct to the Student Union Ethics Commission shall have the right to examine evidence held against them; to procure substantive witnesses in their defense; and to testify to the Commissioners in their defense.
6. Student Union organizations, individuals therein, their Student Activities advisor(s), and undergraduate students may submit allegations of misconduct to the Chairperson or any Commissioner for official review by the Commission. The Chairperson shall call a hearing to consider the issue within two academic weeks.
7. If at any time a Commissioner is unable to give an unbiased judgment, either by their own estimation or the decision of the Commission by majority vote, said Commissioner must recuse themselves. When an allegation is brought forth against an individual from any Student Union organization, the Ethics Commission representative from that organization will automatically be recused from the hearing, and that organization's position on the Ethics Commission will be voided for that hearing. In the event that an allegation is brought against the Judicial Council President, they must recuse themselves, and the procedure outlined in Section III(3) of these Bylaws shall be used to appoint an acting chairperson. In the event that an allegation is brought against a Commissioner

other than the Judicial Council President, said Commissioner must recuse themselves.

8. At official allegation hearings, *The Standard Code of Parliamentary Procedure* shall take effect. All votes, motions, and verdicts shall be recorded for future use. The Chairperson shall present the allegation to the Commissioners for deliberation. The Commissioners shall decide, by majority vote, what their official response shall be and whether the issue requires a Letter of Recommendation to be drafted.
9. Letters of Recommendation constitute any official response, guidance, or Bill of Impeachment on behalf of the Commission and must be passed by majority vote. The Chairperson shall assign an author to draft a Letter within the 30 days following a hearing. The author shall circulate no less than one draft of their Letter to all Commissioners for review and comment no later than 15 days after the hearing. If any Commissioner(s) disagree(s), whether in part or in whole, with the judgment of the majority of the Commission, they may file a Letter of Concurrence or Dissent with the Chairperson within the same 30 days. Letters of Concurrence or Dissent shall be included in the comprehensive Letter of Recommendation.
10. After having received a final draft of the Letter(s), the Chairperson shall circulate one comprehensive Letter for review by the Commissioners. The Commissioners shall report typographical errors or other procedural errors to the Chairperson within 36 hours. If no errors are reported within 36 hours or if all Commissioners communicate their approval of the final draft sooner, the Chairperson shall communicate the comprehensive Letter of Recommendation to the relevant parties. Comprehensive Letters of Recommendation shall include the votes of the Commissioners and shall be published on the Judicial Council website at the time of their completion.

Section IV - Election Committee

1. Following their appointment, each new Vice President of Elections shall review and, if necessary, revise the operational procedures codified in this Section.
2. For each new academic year, the Vice President of Elections shall lead a meeting which all newly confirmed Members of the Election Committee must attend in September.
3. The Vice President shall hold no fewer than three subsequent meetings of the Election Committee in the Fall Semester, and may schedule such meetings as are deemed necessary in the Spring Semester.

4. The Vice President of Elections shall announce meetings to all Members of the Election Committee no later than 48 hours before they begin. The Vice President of Elections may cancel or reschedule future meetings, Section IV.3 notwithstanding, so long as the Members of the Election Committee are given no fewer than 48 hours' notice, or else exigent circumstances require amendment.
5. In the event of the absence of the Chairperson, and in the event the Chairperson has not given notice and appointed an acting chairperson, the Election Committee members shall elect an acting chairperson from among their present members.
6. All allegations of election misconduct are to be submitted to the Vice President of Elections. All potential violations must be reported within 48 hours of the time committed or by 11:59PM on the day of the election, whichever is sooner. Any allegation may be withdrawn before the appropriate meeting is called to order.
7. The Vice President of Elections along with the President and the Advisor shall decide if the allegation has merit to proceed to a hearing of the Election Committee. If merit is determined, the Election Committee must convene within 24 hours of the submission of the allegation to the Vice President of Elections.
8. To select seven voting members of the Election Committee for allegation hearings, the Vice President of Elections shall contact the entire Election Committee, and the first seven members to reply stating they will be in attendance will become the voting membership for the duration of the allegation and shall hereafter be referred to as the Election Committee. Those not serving in a specific allegation hearing shall be given priority in the event of subsequent allegation(s). This procedure will continue for as many allegations as are necessary during the term of the Election Committee.
9. At official allegation hearings, *The Standard Code of Parliamentary Procedure* shall take effect. All votes, motions, and verdicts shall be recorded for future use. The Chairperson of the Election Committee shall present the allegation to the members of the Committee. Both the alleging and alleged parties will be permitted to speak and to call substantive witnesses, subject to the Committee's approval. Following testimony, the Election Committee will meet in a private forum to discuss and debate. The Election Committee will determine whether the alleged party is in violation of election regulations. If a violation has occurred, the Election Committee shall determine appropriate sanctions. Both decisions require a majority vote of the Election Committee. In the event of a tie, the Chairperson will vote.

10. If at any time a member of the Election Committee is unable to give an unbiased judgment regarding an allegation of election misconduct, either by their own estimation or the decision of the Committee by majority vote, that member must recuse him or herself from the proceedings of the Committee which regard that particular allegation.
11. Any time the Election Committee finds a candidate/ticket in violation of the elections regulations or guilty of misconduct, the Vice President shall issue a written decision on behalf of the Judicial Council to be released to the campus media, which shall include the violation, the sanction given, and a brief explanation for the decision. The Vice President of Elections shall provide the candidate a full statement, in writing, of the Election Committee's decision; the statement shall explain the process leading to the decision as best as possible and is for the candidate's use only. All other information pertaining to hearings and appeals shall be considered confidential.
12. The decision of the Election Committee can only be appealed if there existed a procedural defect in the allegation hearing or if there is new evidence to present. Appeals of the decision of the Election Committee based on procedural defects or new evidence must be filed within 12 hours of the hearings and shall be addressed directly to the Senate. The Chairperson of the Student Senate and the Judicial Council President along with the advisor to the Student Senate shall decide if the appeal has merit and shall proceed to the consideration of the full Senate.
13. If the Senate overturns the decision of the Election Committee, the Committee must reconvene within 24 hours to reconsider the allegation in light of the Senate's decision. This decision of the Election Committee, which must be informed by the written report of the Senate and may not be identical to the original decision, is final.

Section V - Office of Peer Advocacy

1. Following their appointment, each new Vice President of Peer Advocacy shall review and, if necessary, revise the operational procedures codified in this Section.
2. For each new academic year, the Vice President of Peer Advocacy shall lead a meeting in conjunction with the Office of Community Standards in which all newly confirmed Members of Peer Advocacy must attend in September. This meeting will include training by the Office of Community Standards on the roles and duties of a Peer Advocate.

3. The Vice President shall hold no fewer than two subsequent meetings with Peer Advocates in the Fall Semester, and may schedule meetings as deemed necessary in the Spring Semester.
4. The Vice President of Peer Advocacy shall announce meetings to all Peer Advocates no later than 48 hours before they begin. The Vice President of Peer Advocacy may cancel or reschedule future meetings so long as the Members of Peer Advocacy are given no fewer than 48 hours' notice, or else exigent circumstances require amendment.

Section VI - Committee on the Constitution

1. Following Senate confirmation, the Student Union Parliamentarian shall review and, if necessary, revise the operational procedures codified in this Section, pursuant to Section VIII.2 of this Statute.
2. Members of the Student Senate interested in serving on the Committee shall notify the Student Union Parliamentarian and Chairperson of the Student Senate. Those individuals shall be presented to the Senate for election no later than September 1st. The Student Union Parliamentarian reserves the right to limit the number of members of the Senate to be elected, so long that at least three members of the Senate are elected. If a limit is imposed, a ballot shall be furnished. If a limit is not imposed, the individuals must receive a majority of the votes cast to earn Committee membership.
3. Members of the Student Body shall be notified of at-large positions as Members of the Committee. Applications from the Student Body shall be reviewed by the Student Union Parliamentarian with consultation from any Deputy Student Union Parliamentarians. The Student Union Parliamentarian shall appoint at-large members to the Committee at his or her own discretion. These appointments shall be approved by the Senate.
4. The Student Union Parliamentarian shall announce meetings to all Members of the Committee no later than 48 hours before they begin. The Student Union Parliamentarian may cancel or reschedule future meetings, so long as the Members of the Committee are given no fewer than 48 hours notice, or else exigent circumstances require amendment.
5. The Chair shall begin the meeting with a short prayer, such as the Prayer to St. Thomas More. If present, a Deputy Student Union Parliamentarian shall record the minutes of the meeting. Meetings may be closed by a unanimous vote of the Members of the Committee.

6. All members of the Committee shall be considered voting members. Each vote shall require a simple majority to pass, unless otherwise noted. Members may reserve the right to abstain from voting, effectively recusing their vote.
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Section VII - Emergency Procedures

1. In the event that the President is unable to fulfill the duties of their office by resignation, removal from office, sudden and severe incapacitation, or other extenuating circumstances, the office of the President shall be considered vacant. The President or a representative thereof shall, if possible, communicate such vacancy to the Advisor. Following the President's vacancy of office, the remaining Judicial Council Officers shall be informed by the Advisor and shall, by majority vote, nominate a successor to the Student Senate. The Student Union Parliamentarian shall present the written nomination to the Chairperson of the Student Senate for consideration within two academic weeks of the vacancy, pursuant to Article XIV, Section 3(b)(2) of the Constitution.
2. In the event that the full Election Committee has not yet been assembled at the time of an allegation, or if the Election Committee cannot reach quorum within the 24 hours of the submission of the allegation, the Judicial Council President and Vice President of Elections shall issue a decision and appropriate sanctions based on their judgment of the facts of the allegation.

Section VIII - Ratification, Reauthorization, Amendment, and Replacement

1. The unanimous approval of these bylaws by the Judicial Council Officers with approval by the Advisor, shall constitute the establishment of this Statute.
2. The Judicial Council Officers shall, no later than April 30th, conduct a process of internal review and reform of this Statute and the sections of the Constitution pertaining to the Judicial Council. They shall, having made necessary changes, unanimously vote to reauthorize this Statute for a term of one year prior to May 1st. Following reauthorization of this Statute, the President shall present this Statute to the Student Union Ethics Commission.
3. This Statute may be altered, amended, or repealed only by unanimous agreement of the Judicial Council Officers with approval of the Advisor, provided that such proposed alteration, amendment, or appeal shall have been sent to each of the Officers and the

Advisor with sufficient time for review. Once approved, the Judicial Council President must notify the Student Union Ethics Commission of such alteration, amendment, or repeal for review and comment.

4. In the event that a new Statute is drafted and proposed, the Judicial Council Officers shall draft a document listing and explaining all changes from the old Statute and distribute it to the Commissioners for review and comment. Informed by the recommendations of the Student Union Ethics Commission, the Judicial Council Officers shall make all necessary alterations. A new Statute must be ratified by unanimous vote of the Judicial Council Officers and the approval of the Advisor.